

Dear Visitor:

We're glad that your group has chosen to visit Shriners Hospitals for Children. Because we want to make your visit a pleasant experience while also protecting the privacy of our patients, we ask you to read this brochure and fill out and return the attached visitors application as soon as possible.

If you have any questions or need any assistance arranging your visit, please feel free to call the Hospital. Their number is in the second column of this brochure.

VISITOR GUIDELINES

All visits must be scheduled in advance through the Hospital representative.

Your group will be assigned a guide who will show you through the building. The patient areas that can be visited are limited in order to protect the patients' privacy and so as not to interfere with their treatment.

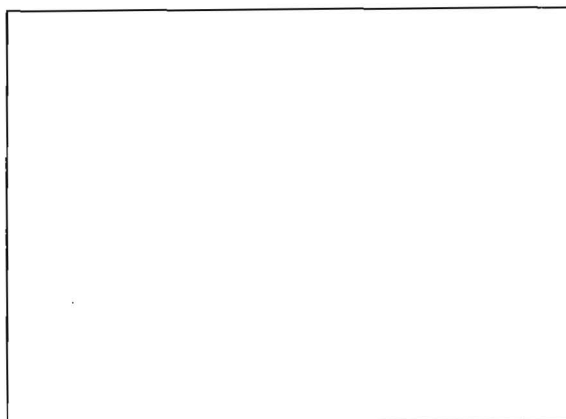
If your group would like to bring gifts for the children, the Hospital representative can suggest suitable gifts for the various age groups of patients. They can also give you an estimate of how many children are likely to be in the hospital at the time of your visit.

Your group cannot distribute unsolicited religious literature or messages because our children are of many different faiths.

Taking photographs in the Hospital is not allowed. If you want to have photos of your group or of specific areas of the hospital, this should be arranged in advance with the Hospital Administrator. The Administrator's office may arrange for a photographer.

ITEMS TO CONSIDER WHEN VISITING

1. Some of the children may be shy, nervous or afraid of visitors. Please let them make the decision of whether to visit with you or not.
2. If a hospital employee or volunteer tells you that an area is not open to visitors or asks you to leave a specific area, you need to obey them. Although we greatly appreciate all of our visitors, our first concern is for the patients. Visitors who will not follow the request of an SHC employee or volunteer will, regretfully, be asked to leave.
3. You may ask children about the activities they are involved in (drawing, video games, etc.) but do not ask about their injuries or treatment. If they want to tell their story, this will have been arranged through Public Relations. If not, please respect their privacy.
4. If you are interacting with patients, please take special care around their equipment. They may be connected to special monitors that can be misread if they are jarred or jiggled.
5. If you happen to recognize a patient or patient's family member, do not initiate a greeting. They may be uncomfortable with discussing their child's treatment.
6. Likewise, if you later encounter a former patient in public, please do not embarrass them by publicly recalling that you saw them in the hospital.



VISITORS' APPLICATION AND CONFIDENTIALITY AGREEMENT

Group Name _____

Phone Number _____

Contact Name and Title: _____

Phone Number _____

Address: _____

Size of Group _____

Date & Time of visit as confirmed with Hospital _____

Purpose of Visit: _____

On behalf of the group shown above, I agree that:

I have read and understood this brochure. I will convey the information in the brochure to all members of the group before the date of our visit. I will especially make sure that all members of the group understand the children's rights to the privacy of their medical information. I will not include in the group any member who is not willing to agree to maintain the patients' privacy.

Date: _____

Signature: _____

SHRINERS HOSPITAL FOR CHILDREN - HOUSTON
SPECIAL EVENTS INFORMATION SHEET

I. HOSPITAL GOALS AND RESTRICTIONS

Our goal is to provide our families with the best special events possible to make their hospital stay more positive. We also want the community groups to have a positive experience, as well. Although, we do not expect professional performances, we do reserve the right to discontinue any event when lack of organization or initiative is exhibited that impairs the quality of the visit.

A. CRITERIA:

- a. Group members should be aware of program goals.
- b. Preparation and practice should be apparent in confidence of performances.
- c. Because of our diverse cultural population, we ask that no reference be made as to religious symbols or beliefs.
- d. It should be fun for the kids.
- e. Please remember when planning your event that our children here vary in age, ability, and language that they speak.

B. PHOTO CONCERNS: Because of confidentiality, we prefer that photos not be taken.

C. LATEX FREE HOSPITAL: No items containing latex, such as balloons, may be brought into the hospital, as many patients are allergic to latex. (*Mylar balloons are acceptable*)

D. ELECTRICAL EQUIPMENT: Electrical equipment brought into the hospital for use must be checked by our engineering department upon arrival for safety.

E. GIFTS AND HANDOUTS: Non-food treats are preferred, such as, stickers, books, and games. By hospital policy these items must be new as well as age appropriate. If food is necessary, it must be pre-packaged and store bought. Individually wrapped items are preferred. (List any handouts)

F. SPECIAL EVENT TIMES: Due to the patient's daily schedules, we have designated three times available for special events and activities. These times are Mornings from 10:00 Am. - 11:00 a.m. and. We ask that activities and performances take place at these times.

G. RE-SCHEDULING: The space utilized for special events and activities is shared with the hospital and staff. Many times, other hospital activities are scheduled to start after your group. In order to accommodate everyone, we try to leave enough time for set-up between activities. Unfortunately, if your group is more than 30 minutes behind scheduled arrival time, we reserve the right to re-schedule or cancel the event. Furthermore, to help make your activity easier, we have enclosed a map to help with finding our new facility.

II. GROUP INFORMATION

Group Title Star Gazing Party
Contact Person Don Wells
Address 10141 Cash Rd., Suite E125
City Stafford, TX 77477
Phone (Day) 61718-6126 (Evening) (2) 785-3799
Fax _____
Date March 23, 2010 Arrival 4:00pm
even 6-8pm

Shriners Hospitals for Children-Houston

General Directions

Shriners Hospital for Children in Houston provides medical care to children with orthopaedic conditions that affect the bones, muscles and joints. Located in the Texas Medical Center, Shriners Hospital's services include surgery, rehabilitation services, braces and prosthetics – all at no charge.

From Bush Intercontinental Airport/Highway 59 Traveling South

1. Depart Bush Intercontinental Airport onto Will Clayton Boulevard.
2. Take Will Clayton to Highway 59 South.
3. Travel Highway 59 South to Highway 288 (19 miles).
4. Take Highway 288 South to Holcombe Blvd.
5. Exit Holcombe Blvd. and turn right.
6. Turn left on Main.
7. Turn left on Pressler and take another left into Shriners Hospital.

I-45, Traveling South

1. Travel South on IH-45 to Highway 288.
2. Take Highway 288 South to Holcombe Blvd.
3. Exit Holcombe Blvd. and turn right.
4. Turn left on Main.
5. Turn left on Pressler and take another left into Shriners Hospital.

Hardy Toll Road, Traveling South

1. Travel South on Hardy Toll Rd. to Loop 610.
2. Take 610 East to Highway 59 South.
3. Travel Highway 59 South to Highway 288.
4. Take Highway 288 South to Holcombe Blvd.
5. Exit Holcombe Blvd. and turn right.
6. Turn left on Main.
7. Turn left on Pressler and take another left into Shriners Hospital.

Highway 290, Traveling South

1. Merge onto 610 South.
2. Travel 610 South to I-10 East.
3. Exit Highway 59 South.
4. Travel 59 South to Highway 288.
5. Exit Holcombe Blvd. and turn right.
6. Turn left on Main.
7. Turn left on Pressler and take another left into Shriners Hospital.

From William P. Hobby Airport/I-45 North

1. Depart William P. Hobby Airport onto Broadway.
2. Travel Broadway to I-45 North.
3. Exit I-45 North onto the 610 Loop West.
4. Follow 610 Loop West and exit Main Street.
5. Turn right on Main, heading towards the Texas Medical Center.
6. Turn right on Pressler.
7. Turn left into Shriners Hospital.

Starting from Highway 288, Traveling North

1. Exit Holcombe Blvd. and turn left.
2. Turn left on Main.
3. Turn left on Pressler and take another left into Shriners Hospital.

Highway 59, Traveling North

1. Exit Main St. and turn right, going south.
2. Turn left onto Pressler.
3. Turn left into Shriners Hospital.

From Interstate 10 East or West

1. Exit Highway 59 South.
2. Travel 59 South to Highway 288.
3. Exit Holcombe Blvd. and turn right.
4. Turn left on Main.
5. Turn left on Pressler and take another left into Shriners Hospital.

These are general directions only. We cannot guarantee that they represent the best or only routes to the hospital. Please verify your own route before leaving.

For personalized directions, click here to visit MapQuest.com.

Use the address below for your destination.
Shriners Hospitals for Children-Houston
6977 Main Street
Houston, Texas 77030
713.797.1616
www.shrinershospitals.org

A local map appears on the next page of this document.



**Shriners Hospitals
for Children™**

Shriners Hospitals for Children-Houston Local Map

Shriners Hospitals for Children-Houston

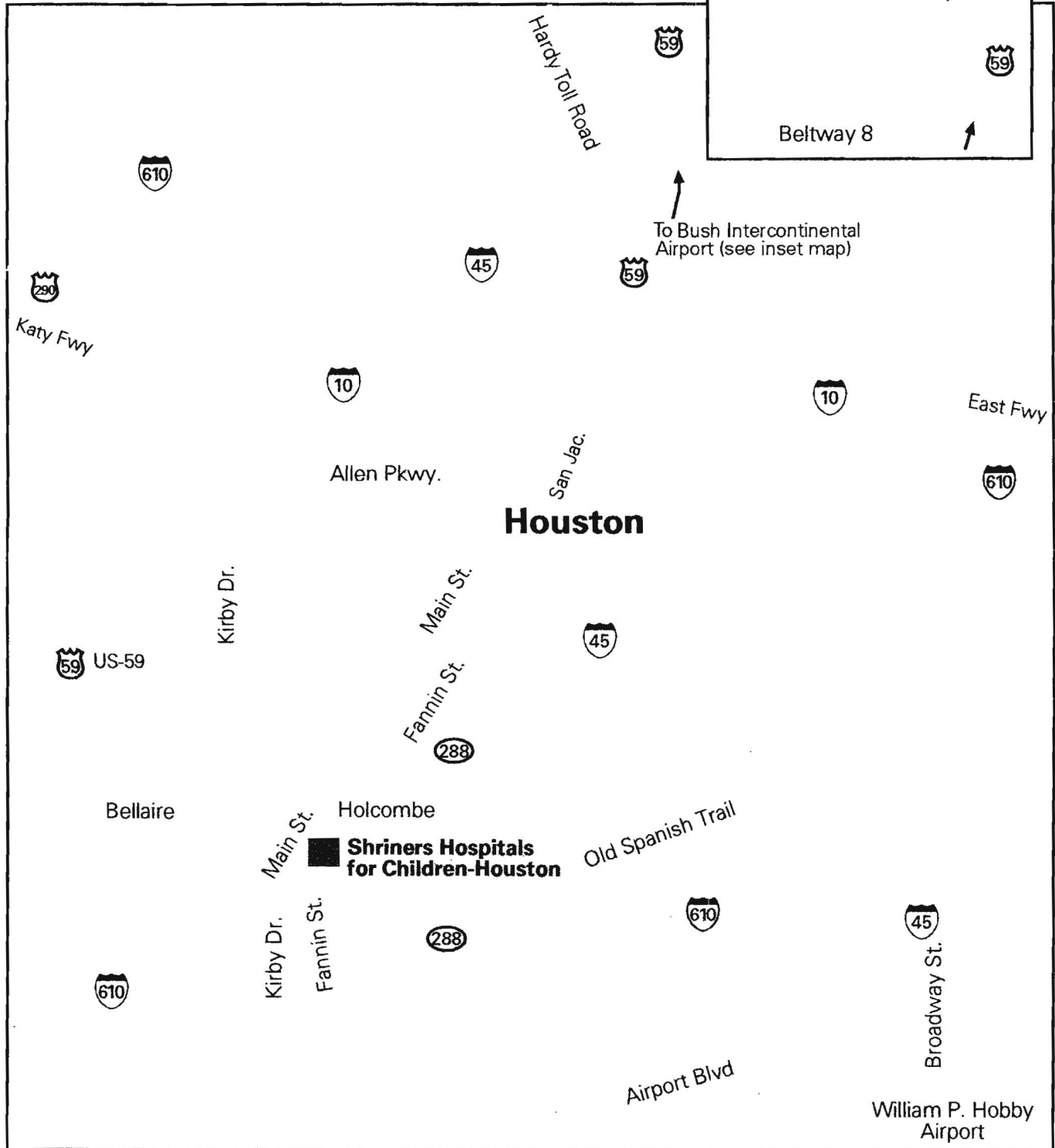
6977 Main Street
Houston, Texas, 77030
713.797.1616



Bush
Intercontinental
Airport
Will Clayton

Beltway 8

To Bush Intercontinental
Airport (see inset map)





Directions for parking and entering Shriners Hospitals for Children – Houston:

- **The first 4 floors of our building are parking**
 - **Enter the garage next to the security office from the circular drive**
 - **Park anywhere there is a spot that is not reserved**
 - **Take the purple elevators to the 5th floor**
 - **Sign in at the visitor information desk directly in front of you when you step off the elevators**
 - **If Child Life is not waiting there to meet you, have the volunteer page us**
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- **If your event is scheduled for an evening or weekend you will sign in with security before entering the parking garage**
 - **Have security page Child Life to let us know you have arrived and we will meet you on the 5th floor**